

18. How can you use your chapter officers to help the chapter and you as the advisor and also improve themselves?

Lucinda Mason:

Before we do officer sign-ups in the fall, we study the duties of the officers. I personally train the secretary to write minutes. It takes some time the first time, but then he/she can handle it alone after that. I have found that teaching the secretary takes less time than having to correct the minutes after every meeting. I go over with the president how the meeting should flow, then I meet with him/her a few days before the meeting to be sure everything is on track. Again, it takes a little time, but I want the meeting to go smoothly. If we are having a speaker, I assign that duty to an officer(s) at the beginning of the school year. I spend a lot of time in the summer working on a DECA calendar for the school year. This is very helpful, because every member gets a copy the first week of school. This includes deadlines for all trips, what they are going to cost, and when the money is due. They can't say they didn't know!!

Al Gancarz:

Your chapter officers can make your job easier. If you have the opportunity to train them, it will be beneficial to in the long run. As I stated earlier, we had a DECA summer camp in New York that was great for officer training. Make sure every officer is responsible for a least one major duty: funds, membership, competition, meetings, etc. This will help to reduce your stress.

Bill Lind:

Chapter officers can help the chapter by doing their job. Start with well-defined job descriptions and goals.

Debbie Tixier:

I have tried many ways to elect and choose our chapter officers over the years. Most of the time the seniors end up with these positions, and they can sometimes seem to be just ready to be through with high school and may not do much to much to make our chapter a better place to be. Each year I wonder about having officers, but I always end up choosing an officer team because the students want to be involved. Some work very hard. I could probably utilize my officers better.

Dennis Sweetapple:

Do not be afraid to give them responsibilities, and follow up to make sure they are doing what you want.